
Air National Guard (ANG) Military Vacancy Announcement (MVA)

(Must be a current ANG, RegAF, or AFRC member

And be eligible for ANG membership)

**Re-advertised, previous qualified applicants do not need to reapply*

2010-169R1

CLIENT SYSTEMS NCO

PROMOTABLE TSGT - MSGT

**(Must meet this rank requirement at closeout date)*

Closeout Date: 14 Dec 2010 Close of Business (COB)

To view the most current application procedures/requirements, refer to the ANG Careers webpage at <http://www.ang.af.mil/careers/mva/procedures.asp>

Headquarters ANG Title 10 4-year Statutory Tour at **AFNORTH/A6 (Tyndall AFB, FL)**. Must be Air Force Specialty Code (AFSC) **3D0X2**. **Must have or be able to obtain Top Secret Clearance**. Duties and Responsibilities: When assigned by the Division Chief, performs client-level information technology support functions for classified/unclassified systems. Manages hardware and software. Performs configuration, management, and troubleshooting. Removes and replaces components and peripherals to restore system operation. Installs and configures software operating systems and applications. Provides service to end-users for operation, restoration, and configuration of information systems. Reports security incidents and executes corrective security procedures. Documents problems and records trends. Performs client-level voice network functions. Manages hardware and software. Performs configuration, management to include adds, moves, changes and troubleshooting. Plans, schedules, and implements installation and maintenance functions associated with voice systems. Removes and replaces telephone instruments. Reports security incidents and executes corrective security procedures. Performs client-level Personal Wireless Communication Systems (PWCS) functions. Manages hardware, software and Controlled Cryptographic Items (CCI). Performs configuration, management, and troubleshooting. Plans, schedules, and implements installation and maintenance functions associated with PWCS. Removes and replaces components and peripherals to restore system operation. Reports security incidents and executes corrective security procedures. Reports spectrum interference incidents. Plans, organizes and directs sustainment activities. Establishes work standards, methods and controls for preventative, scheduled, and unscheduled maintenance actions. Determines extent and economy of repair of malfunctioning equipment. Ensures compliance with technical data, instructions, and work standards. Develops and enforces safety standards. Interprets malfunctions and prescribes corrective action. Serves on, or directs inspection teams organized to evaluate base or command sustainment programs. Manages, or performs research and development projects for assigned systems. Coordinates and documents repairs. Manages, administers, controls, and evaluates contracts. Implements security updates and patches to include: Information Assurance Vulnerability Assessments (IAVA), C4 Notice to Airman (C4 NOTAM), Time Compliance Network Orders (TCNO), Combat Information Transport System (CITS), Time Compliance Technical Order (TCTO), operating system patches, and antivirus software. Implements and enforces national, DoD, and Air Force security

policies and directives. Performs proactive security functions to deter, detect, isolate, contain, and recover from information system and network security intrusions. Performs system sanitation resulting from Classified Message Incidents (CMIIs). Provides for control of all classified documents. Insures that documents are properly logged and safeguarded. Maintains and manages classified computers. Manages, supervises, and performs planning and implementation activities. Manages implementation and project installation and ensures architecture, configuration, and integration conformity. Develops, plans, and integrates base communications systems. Serves as advisor at meetings for facility design, military construction programs and minor construction planning. Evaluates base comprehensive plan and civil engineering projects. Monitors status of base civil engineer work requests. Performs mission review with customers. Controls, manages, and monitors project milestones and funding from inception to completion. Determines adequacy and correctness of project packages and amendments. Monitors project status and completion actions. Manages and maintains system installation records, files, and indexes. Evaluates contracts, wartime, support, contingency and exercise plans to determine impact on manpower, equipment, and systems. Performs strategic and budget planning for systems hardware and software. Coordinates and implements system service level agreements and memorandum of understanding with user agencies. Manages an Automated Data Processing Equipment (ADPE) account. Insures that all accountable computer equipment is inventoried. Coordinates ordering of new equipment and maintains a tracking system of all items. Performs other duties as assigned.

Mandatory criteria as indicated in the MVA must be documented on the members report on individual personnel (RIP). If it is not indicated on the RIP, it is incumbent upon the applicant to ensure that the appropriate source documentation is provided with the application.

Must meet the above stated grade/rank requirement by closeout date of advertisement.

Member must have a Secret Clearance or an open investigation to apply for statutory tour positions.

Enlisted applicants who are higher grade than the highest grade for the advertisement must provide a statement of understanding with the application stating he/she is willing to be voluntarily demoted if selected for this position, IAW ANGI 36-25-03, Paragraph 3.4.3.

Officers applying for a statutory tour position must have a minimum of a Bachelors degree prior to applying.

Application for this MVA signifies agreement to the following statement, in accordance with (IAW) Title 18 USC 1001: "I certify that, to the best of my knowledge and belief, all of the information on an attached to this application is true, correct, complete and made in good faith. I understand that false or fraudulent information on or attached to this application may be grounds for rejection or for release from statutory tour after I begin work, and may be punishable by fine or imprisonment. I understand that any information I give may be investigated."

Questions regarding this advertisement can be sent to hr.apply@ang.af.mil
